



STATE OF WASHINGTON
GAMBLING COMMISSION

P.O. Box 42400 • Olympia, Washington 98504-2400 • (360) 486-3440 • TDD (360) 486-3637 • FAX (360) 486-3631

RE: INFORMATION SHEET – ALTERNATIVE DRAWING FORMATS FOR RAFFLES

WAC 230-20-325 (reprinted on attached) allows a charitable or nonprofit organization, with prior Commission approval, to establish an alternative means of determining winners in a raffle, providing the following conditions are met:

1. **The organization must have a current raffles license (If not currently licensed, an organization should plan to submit their requests and application for a raffle license 60 days in advance to allow for the processing of their license application.)** – If you plan to conduct a joint raffle with another organization(s) please tell us because each organization must be properly licensed and you must comply with WAC 230-20-350.

2. Written approval must be obtained for each separate alternative drawing format prior to the sale of any tickets. All written approvals are required to be available during the conduct of the activity;

3. Written approvals may be obtained by sending a letter containing the following minimum information:

- a. The type of alternative drawing format to be used and complete details of its operation (be very specific). Please note each alternative format must meet the definition of a drawing in accordance with WAC 230-02-500, reprinted on reverse side.

Include the following information in your request:

- i) The cost to enter;
- ii) Specifically how a winner(s) is selected; and if the alternative drawing format provides for distances, times, and etc., include them in your request;
- b. How do you plan to provide security of the area to be used to ensure that each participant has an equal chance of winning;
- c. The name and telephone number of the raffle manager; and
- d. The signature of the organization's chief executive officer.

4. Please send your written requests to:

WASHINGTON STATE GAMBLING COMMISSION
ATTN: LICENSING SERVICES
P.O. Box 42400
OLYMPIA, WASHINGTON 98504-2400

5. Only those bona fide members of the organization as specified in RCW 9.46.0261 may assist in the management or operation of the event. **See the attached for a reprint of the law.**
6. The raffle must be conducted in accordance with all other requirements of RCW 9.46, other applicable laws, and rules of the Gambling Commission; and
7. All funds derived from the raffle must be properly accounted for in accordance with WAC 230-08-070.

Prior to requesting an alternative method of conducting a drawing, this information sheet and the definitions located on the attachment should be read carefully.

REQUESTORS SHOULD PLAN TO SUBMIT THEIR APPROVAL REQUESTS AT LEAST THIRTY DAYS PRIOR TO THE DATE THEY DESIRE TO SELL THEIR RAFFLE TICKETS.

If you should have questions, please call your local area Gambling Enforcement Office or the Licensing Services Manager, Licensing Section at our toll free number 1-800-345-2529 or at (360) 486-3440.

Thank you.